

**OPEN SPACE ADVISORY BOARD MINUTES**

Wednesday, September 4, 2019, 3:00 P.M.  
City 1 Building (City Hall), 300 N. Campbell  
First Floor, City Council Chambers

**Members Present: 6**

*Vice-Chairman Don Baumgardt, David Paul Singh, Jr., Alyssa Benavides Cervantes, Dr. Rebecca Escamilla, Yvonne Cacho, and Patricia White*

**Members Absent: 1**

*Charles Stapler*

**Vacancies: 2**

*Districts 6 and 8*

**Planning & Inspections Department – Planning:**

*Raul Garcia, Program Manager and Karina Brasgalla, Senior Planner*

**Other City Staff Present/Other Presenters:**

*Roberta Brito, Assistant City Attorney, City Attorney's Office; Jorge Castillo, Open Space, Trails & Parks Coordinator, Parks & Recreation; Patricia Dalbin, El Paso Water; and James Wolff, Real Estate Manager, El Paso Water*

**Members of the public: 2**

*Marilyn Guida and Robert Geyer*

**Establish a Quorum**

*A quorum of the Open Space Advisory Board was present.*

**Meeting Called to Order**

*Vice-Chairman Baumgardt called the meeting to order at 3:04 p.m.*

**Time Limits for Information Presentations:**

*There is a 15 minute time limit for presentations, with additional time granted at the discretion of the presiding officer. This limitation is applicable only to the presentation itself and does not include discussion and action elements of an item.*

**Call to the Public (items not listed on the Agenda):**

*Members of the public will be allowed 3 minutes to present, with additional time granted at the discretion of the presiding officer.*

*No members of the public signed up.*

**REGULAR AGENDA**

**1. Discussion and Action:** Changes to the Agenda

*No changes to the agenda*

**2. Discussion and Action:** Approval of the Minutes for July 21, 2019.

Vice-Chairman Baumgardt asked Board Members if they had any additions, corrections and/or revisions to the minutes.

Ms. White commented on TIRZ 12 and stated she would like to have an update on that.

Vice-Chairman Baumgardt explained that was mentioned; however, there was not a Staff update on that at this time.

***MOTION:***

***Motion made by Ms. Benavides, seconded by Dr. Escamilla AND UNANIMOUSLY CARRIED TO ACCEPT THE MINUTES.***

***ABSTAIN: Ms. Benavides and Dr. Escamilla***

After the vote, Vice-Chairman Baumgardt asked Staff why the minutes were more detailed than usual.

Ms. Braggalla explained the discussion was somewhat complex at the last meeting, Staff wanted to make sure that was accurately represented leading up to the multiple motions made. The difference in the content of the minutes is a matter of a different person taking the administrative notation as the typist. She asked Board Members if they had a preference in the meeting minutes format.

Ms. White would like to see more because she has difficulty remembering what she has said.

Vice-Chairman Baumgardt agreed, in general, and asked Staff if they could get the minutes to the Board Members sooner, even 24 hours helps to not waste 10 to 15 minutes of everyone's time.

3. **Information and Discussion:** Nomination and election of the Open Space Advisory Board (OSAB) Chair and Vice-Chair. **Contact:** Karina Brasgalla, [brasgallakx@elpasotexas.gov](mailto:brasgallakx@elpasotexas.gov)

Ms. Brasgalla opened the floor to nominations.

Ms. Benavides nominated Don Baumgardt as Chair and Dr. Escamilla as Vice-Chair.

Ms. Brito was unsure if the nominations should be taken individually for the Chair and Vice-Chair.

Ms. Brasgalla stated Board Members could vote on them separately or together.

Ms. White seconded Ms. Benavides motion.

**MOTION:**

*Motion made by Ms. Benavides, seconded by Ms. White AND UNANIMOUSLY CARRIED TO ELECT DON BAUMGARDT AS CHAIR AND DR. ESCAMILLA AS VICE-CHAIR.*

After the vote, Chairman Baumgardt stated over the last year there were some difficult times, lots of contentious issues; he hoped the coming year Board Members and Staff could move forward and be productive and positive.

4. **Information and Discussion:** Review of Open Space Advisory Board procedures, duties and responsibilities. **Contact:** Karina Brasgalla, [brasgallakx@elpasotexas.gov](mailto:brasgallakx@elpasotexas.gov)

Prior to the discussion, Chairman Baumgardt asked the three Staff members to stand and introduce themselves.

1. Raul Garcia, Planning Manager, Planning Department introduced himself and explained he was sitting in for Kevin Smith, Assistant Director, Planning Department.
2. Roberto Brito introduced herself and stated she is one of the Assistant City Attorney's in the City Attorney's Office. Her role is to ensure the Texas Open Meetings Act is adhered to and asked Board Members if they had any questions she would be happy to answer them.
3. Karina Brasgalla introduced herself and explained she is the Staff liaison for this Board.

Ms. Brasgalla explained Board Members requested Staff review the Board's purview, the enabling ordinance and documents relating to Board duties. She noted new Board Members were recently appointed and this being the Annual Meeting was an opportune time to review these documents. She stated the recently appointed Board Members received their new member packet and if other Board Members misplaced theirs she would be happy to send them the link or provide a hard copy.

Ms. Brasgalla read a portion of the enabling ordinance into the record and commented on Board Members duties and responsibilities. She suggested Board Members read the ordinance language and commented on the following:

1. Open Space Master Plan
2. Open Space goals
3. Plan for El Paso
4. City of El Paso Strategic Plan
5. Reviewing, advising, proposing and recommending action for City Council on open space acquisitions, open space funding and spending prioritization from the 2012 Quality of Life bonds and the 10% dual purpose Stormwater funds
6. If applicable, OSAB Board Members may make recommendations on Planning sections of the Municipal Code being Titles 18, 19, 20, 21 pertaining to subdivisions, zoning and SmartCode
7. Make recommendations on future property acquisitions in the Mountain Development Areas
8. Make changes to the El Paso Water Master Stormwater Management Plan and the Stormwater Council Improvement Plans
9. Make recommendations to the City Plan Commission on rezoning applications in either the Mountain or Hillside Development areas
10. Quarterly Report on Plans, Studies and Plats approved in the Mountain or Hillside Development areas
11. The Board uses Robert's Rules of Order to conduct meetings
12. This Board may establish Ad Hoc Sub-Committees at the discretion of the Chairman
13. If a Board Member is absent from the meetings three times in a row the Chairman has the option of discussing that with the City Representative
14. Title 2 of the El Paso City Code establishes general procedures for all Boards and Commissions
15. Recording Secretary of the Open Space Advisory Board is a single staff member for administrative and technical support, Ms. Brasgalla is the Recording Secretary for OSAB
16. General Procedures creating the OSAB agenda, Ms. Brasgalla will:
  - a. Add the recurring items – Quarterly reports, elections, approval of meeting schedule, any items postponed from previous meetings ...
  - b. Send an email to Board Members requesting agenda items, some items may not be included in the agenda at the discretion of Legal staff or other City Department staff
  - c. Post the agenda Friday before the meeting
  - d. Email agenda backup documents to Board Members the Friday before the meeting

**5. Information and Discussion:** Quarterly report of pending OSAB motions.

**Contact:** Karina Brasgalla, [brasgallakx@elpasotexas.gov](mailto:brasgallakx@elpasotexas.gov)

Ms. Brasgalla gave a presentation and explained Staff tracks motions made by the Board, if further action is required, staff lists the motion as pending. She discussed motions made by the Board to City Council and the actions taken by the Council Representatives. Board Members requested Staff provide an update regarding the actions taken by Council Representatives; however, Staff is in the process of preparing that information and will present to the Board at a future meeting.

6. **Information and Discussion:** El Paso Water (EPWater) quarterly financial report on 10% annual drainage utility fee revenue. **Contact:** Patricia Dalbin [pdalbin@epwater.org](mailto:pdalbin@epwater.org)

Ms. Dablin gave a presentation on Fiscal Year 2019 – 2020 second quarterly report for months June through August. She responded to comments and questions from Board Members regarding TIRZ 12 Northwest Property, Canterbury Flow. At the request of the Chairman, for the new Board Members, Ms. Dablin gave background information regarding the Hunt Arroyo and Cement Lake.

7. **Information and Discussion:** Briefing on Fort Bliss Project located on EPWater's land in the Northeast, near Round House and Lazy Cow Trailheads. **Contact:** James Wolff, [jwolff@epwater.org](mailto:jwolff@epwater.org)

Mr. Wolff gave a presentation and responded to comments and questions from Board Members and a member of the public. He commented on the Army Corp of Engineers "Unexplored Ordinance" and contractor hired by the Army Corp of Engineers doing damage to property and vegetation.

The following members of the public spoke:

1. Marilyn Guida
2. Bob Geyer

Chairman Baumgardt requested EPWater staff provide the Board with updates as appropriate.

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### CLOSED SESSION

#### FOR THE RECORD

*The Open Space Advisory Board of the City of El Paso may retire into CLOSED SESSION pursuant to Section 3.5A of the El Paso City Charter and the Texas Government Code, Chapter 551, Subchapter D, to discuss any of the items on this agenda, consistent with the terms of the Open Meetings Act. The Open Space Advisory Board will return to open session to take any final action.*

SECTION 551.071 CONSULTATION WITH ATTORNEY

SECTION 551.072 DELIBERATION REGARDING REAL PROPERTY

SECTION 551.073 DELIBERATION REGARDING PROSPECTIVE GIFTS

SECTION 551.074 PERSONNEL MATTERS

SECTION 551.076 DELIBERATION REGARDING SECURITY DEVICES

SECTION 551.087 DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS

*There was no Closed Session.*

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## 8. Adjournment

### **MOTION:**

*Motion made by Ms. White, seconded by Ms. Benavides AND UNANIMOUSLY CARRIED TO ADJOURN.*